

## MONROE COUNTY ENVIRONMENTAL MANAGEMENT COUNCIL

### 2003 Workplan

Approved at the January 15, 2003 EMC meeting

| Committee                                   | Tasks   | Due Date         | Meetings  |
|---|---|------------------|---|
| Executive Committee                         | Oversee all EMC Activity                      | Ongoing          | 7:30 AM second Wednesday of the month           |
| Chair: Jeff Mathews                         | Implement Five Year Plan                      | Ongoing          |   |
| Vice Chair: Noel Schlageter                 | Annual Update                                 | March            |   |
| Staff: Louise Hartshorn                     | Track of collaborative meetings               | Ongoing          |   |
|   | Funding EMC for 2004                          | Ongoing          |   |
| Program and Presentations Committee         | Monthly program and features                  | Monthly          | 4 PM, no special day; about 3 meetings per year |
| Chair: Marshall Henry                       | 2002 Awards Presentation                      | January-February |   |
| Staff: Louise Hartshorn                     | 2003 Awards                                   | April-May        |   |
| Nominating and Community Liaisons Committee | Submit appointments to the County Legislature | January          | 4 PM, no special day; about 2 meetings per year |
| Chair: John Tofany                          | Update Liaison List                           | January          |   |
| Staff: Louise Hartshorn                     | Review and edit members packet                | March            |   |

|  |   |                 |                                      |
|--|---|-----------------|--------------------------------------|
| <p>Issues Committee</p> <p>Chair: Noel Schlageter</p> <p>Staff: Louise Hartshorn</p> | Write and publish research report on energy               | Spring          | 4 PM third Tuesday of the month      |
|  | Write report/brochure/info card on electronics recycling  | Ongoing         |                                      |
|  | Distribute Goose Information Cards                        | March           |                                      |
|  | Develop options to address sustainability                 | Ongoing         |                                      |
|  | Pursue energy grants                                      | Spring          |                                      |
|  | Investigate mechanisms to track environmental legislation | Ongoing         |                                      |
|  | Establish contacts with other environmental groups        | Ongoing         |                                      |
|  | Review and comment on current issues as they arise        | Ongoing         |                                      |
| <p>Public Education Committee</p> <p>Chair: Linda Faubel</p> <p>Staff: Hartshorn</p> | Develop Conservation Board Training Program               | January – April | 4 PM fourth Monday every other month |
|  | Continue to maintain and develop new ideas for web site   | Ongoing         |                                      |
|  | Develop plans for next photo contest                      | Fall            |                                      |
|  | Continue to market EMC                                    | Ongoing         |                                      |
|  | Maintain exhibit  | Ongoing         |                                      |
|  | Develop new “critter”                                     | March           |                                      |
|  | Monthly news releases                                     | Monthly         |                                      |
|  | Put EMC publications on the web site                      | As available    |                                      |

|   |   |                     |                         |
|---|---|---------------------|-------------------------|
| Wetlands/Preservation of Environmentally Sensitive Areas<br><br>Chair: Andy Smith<br><br>Staff: LouiseHartshorn | Continue to monitor the federal and state wetland regulations and keep members abreast of changes by holding seminars or doing mailings   | Ongoing             | 4 PM six times per year |
|   | Research information on constructed wetlands  | Ongoing             |                         |
|   | Create a list of wetland resources and put on the EMC web site  | Spring/Summer       |                         |
|   | Keep current an inventory of environmentally sensitive areas, doing field work when necessary   | Spring/Summer       |                         |
|   | Clarkson 20 field trip  | Spring              |                         |
|   | Prepare information sheets for each PESA site and distribute to municipalities  | Spring              |                         |
|   | Promote marsh monitoring program  | Spring              |                         |
|   | Conduct a wetland identification seminar for conservation board members   | Spring              |                         |
|   | Conduct field trip to uncommon wetland in the County (limit attendance to 20)   | Summer/Fall         |                         |
| Staff Work Items  | Lead, guide, coordinate and work with volunteers to implement all EMC activities including support activities such as editing web site and all EMC publications, taking minutes and sending out meeting notices | Ongoing             |                         |
|   | Oversee preparation of the management plan for Parma 1  | January – September |                         |
|   | Develop inventory of list of open space parcels throughout the County   | Ongoing             |                         |
|   | Provide information upon request  | Ongoing             |                         |
|   | Stormwater public participation   | As needed           |                         |